

**THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
Resolutions**

**April 24, 2014**

- [2014-55](#) Ratifying Cash Management Report for March 2014.
- [2014-56](#) Ratifying Payment of Vouchers, Deposit Refunds and Payroll.
- [2014-57](#) Authorizing Release of the Retainage Held and Outstanding Balance on the Authority's Contract with Clyde N. Lattimer & Son Construction Co., Inc. in Connection with Well No. 8 Well House Project.
- [2014-58](#) Authorizing the Purchase of New Computer Equipment from Hewlett Packard Company Pursuant to State Contract No. 7062 and Under Authority Contract No. C4-00033, for a Total Sum of \$16,508.78.
- [2014-59](#) Certifying Audit has Been Reviewed by the Board.
- [2014-60](#) Authorizing Promotion of Jeffrey O'Prandy to Water Treatment Plant Operator.
- [2014-61](#) Authorizing Promotion of Albert Braun to Sewer Repairer 1/Water Repairer 1/Water Treatment Plant Operator.
- [2014-62](#) Authorizing the Permanent Hire of a Classified Employee, Laborer 1, Donald Weber.
- [2014-63](#) Authorizing the Execution of a Disciplinary Settlement and Last Chance Agreement with an Employee.

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY RATIFYING THE CASH MANAGEMENT REPORT  
FOR MONTH ENDING MARCH 31, 2014**

**RESOLUTION NO. 2014-55**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the "Authority") is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

**WHEREAS**, the attached Cash Management Report "Schedule A" has been examined and certified by the Executive Director and Members of the Jackson Township Municipal Utilities Authority; and

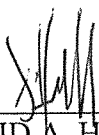
**WHEREAS**, said report has been found to be reasonable.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. Cash Management Report attached as "Schedule A" is hereby approved and ratified.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON	X			
CLARA GLORY	X			
VICKI RICKABAUGH	X			
ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK				
PEGGI STURMFELS				

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24th day of April, 2014.

  
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 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES  
AUTHORITY AUTHORIZING PAYMENT OF  
VOUCHERS, DEPOSIT REFUNDS AND PAYROLL**

**RESOLUTION NO. 2014-56**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the "Authority") is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

**WHEREAS**, the attached vouchers "Schedule A" and attached check registers "Schedule B" totaling \$818,137.99 have been examined and certified by the Executive Director and Members of the Jackson Township Municipal Utilities Authority; and

**WHEREAS**, said vouchers have been found to be reasonable and necessary, and

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, in the Township of Jackson, County of Ocean, State of New Jersey, as follows:


1. Vouchers attached as "Schedule A" are hereby approved for payment.
2. The Authority's Executive Director is authorized to make payment.
3. The Executive Director certifies that sufficient funds are available and have been appropriated for payment of said vouchers.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	<u>X</u>	_____	_____	_____
CAROL BLAKE	_____	_____	<u>X</u> <u>CHK# 019974</u>	_____
GENEVA CLAYTON	<u>X</u>	_____	_____	_____
CLARA GLORY	_____	_____	<u>X</u> <u>CHK# 20039</u>	_____
VICKI RICKABAUGH	<u>X</u>	_____	_____	_____

ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK	_____	_____	_____	_____
PEGGI STURMFELS	_____	_____	_____	_____

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24th day of April, 2014.

  
 \_\_\_\_\_  
 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
AUTHORIZING THE RELEASE OF THE RETAINAGE HELD AND OUTSTANDING BALANCE  
ON THE AUTHORITY'S CONTRACT WITH CLYDE N. LATTIMER & SON CONSTRUCTION  
CO., INC. IN CONNECTION WITH WELL NO. 8 WELL HOUSE PROJECT**

**RESOLUTION NO. 2014-57**

WHEREAS, the Jackson Township Municipal Utilities Authority (hereinafter referred to as "Authority") is a duly-organized Municipal Utilities Authority under N.J.S.A. 40:14B-1 et seq.; and

WHEREAS, the Authority previously awarded a contract for the Well No. 8 Well House to Clyde N. Lattimer & Son Construction Co., Inc.; and

WHEREAS, the project is substantially completed and the Authority is currently holding a 2% retainage in the amount of \$12,277.05; and

WHEREAS, there remains an outstanding balance due to the contractor, in the amount of \$250.00; and

WHEREAS, the contractor has requested the release of the retainage; and

WHEREAS, said contractor has not executed the required Contractor's Release, objecting to the standard form of said document; and

WHEREAS, the Authority shall pay said 1% of the retainage and outstanding contract balance in the amount of \$250.00 to the trust account of the contractor's attorney, George E. Pallas pending the execution of said Release in a form acceptable to the Authority's attorney; and

WHEREAS, the balance of the retainage shall similarly be paid to said attorney under the same conditions upon the issuance of a Certificate of Occupancy by the Township of Jackson for the contractor's work.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. That the Commissioners of the Jackson Township Municipal Utilities Authority approve the payment of retainage and outstanding contract balance to Clyde N. Lattimer & Son Construction Co., Inc. upon the terms and conditions set forth in the preamble hereto.
2. The Authority's Executive Director is hereby authorized to provide copies hereof to the contractor, George E. Pallas, Esq., and other interested parties.

MEMBER	AYE	NAY	ABSTAIN	ABSENT
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON	X			
CLARA GLORY	X			
VICKI RICKABAUGH	X			
ALTERNATE	AYE	NAY	ABSTAIN	ABSENT
JOYCE CLADEK				
PEGGI STURMFELS				

Resolution No. 2014-57

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24<sup>th</sup> day of April, 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES  
 AUTHORITY AUTHORIZING THE PURCHASE OF NEW COMPUTER EQUIPMENT FROM  
 HEWLETT PACKARD COMPANY PURSUANT TO STATE CONTRACT NO. 70262 AND  
 UNDER AUTHORITY CONTRACT C4-00033, FOR A TOTAL SUM OF \$16,508.78**

**RESOLUTION NO. 2014-58**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as "Authority") is a duly-organized Municipal Utilities Authority under N.J.S.A. 40:14B-1 et seq.; and

**WHEREAS**, the Authority's current desktop computers have an obsolete operating system; and

**WHEREAS**, Hewlett Packard Company pursuant to State of New Jersey Contract No. 70262 establishes a base price of \$16,508.78 pursuant to quote number 9189002-5; and

**WHEREAS**, the Authority's Staff and Counsel have reviewed said State contract and found it to be in proper form and order in accordance with the State contract documentation attached as Schedule "A".

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. The Commissioners of the Jackson Township Municipal Utilities Authority hereby award Contract C4-00033 for the total sum of \$16,508.78. in accordance with the attached State contract documentation attached as Schedule "A".
2. That upon the adoption of the within Resolution, the Executive Director is hereby authorized to forward copies of this resolution to the Authority's Purchasing Agent, Hewlett Packard Company and all other interested parties.

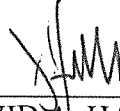
<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON	X			
CLARA GLORY	X			
VICKI RICKABAUGH	X			
<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK				
PEGGI STURMFELS				

I HEREBY CERTIFY that sufficient legally appropriated funds are available for the aforesated purposes under Project No. P14-COMP01, Contract No. C4-00033, line items: 05-14-001-000-001, (W CAP2014C – ADMIN Computer/Network Upgrad and 07-14-001-000-001, (S CAP2014C – Computer/Network Upgrad.

  
 JAMES R. DIAZ  
 Asst. Executive Director/Director of Finance  
 Jackson Township Municipal  
 Utilities Authority

Resolution No. 2014-58

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24<sup>th</sup> day of April, 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**CERTIFYING AUDIT HAS BEEN REVIEWED BY THE BOARD**  
**RESOLUTION NO. 2014-59**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the “Authority”) is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

**WHEREAS**, N.J.S.A. 40A: 5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

**WHEREAS**, the annual audit report for the fiscal year, ended December 31, 2013, has been completed and filed with the Jackson Township Municipal Utilities Authority pursuant to N.J.S.A. 40A: 5A-15; and

**WHEREAS**, N.J.S.A. 40A: 5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments and Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and


**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual report entitled “General Comments and Recommendations”, in accordance with N.J.S.A. 40:5A-17.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Jackson Township Municipal Utilities Authority hereby certifies to the Department of Community Affairs / Division of Local Government Services that each governing body member has personally reviewed the annual audit for the fiscal year ended December 31, 2013, and specifically has reviewed the sections of the audit report entitled “General Comments and Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the Executive Director of the Authority is hereby directed to promptly submit to the Department of Community Affairs / Division of Local Government Services that the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	X			
CAROL BLAKE	X			
GENEVA CLAYTON	X			
CLARA GLORY	X			
VICKI RICKABAUGH	X			
<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK				
PEGGI STURMFELS				

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority, at its meeting held on the 24th of April 2014.

  
 \_\_\_\_\_  
 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority



**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**AUTHORIZING PROMOTION OF JEFFREY O'PRANDY TO**  
**WATER TREATMENT PLANT OPERATOR**

**RESOLUTION NO. 2014-60**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the "Authority") is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

**WHEREAS**, JEFFREY O'PRANDY has held the Civil Service title of Sewer Repairer 1/Water Repairer 1/Water Treatment Plant Operator since March 26, 2012; and

**WHEREAS**, JEFFREY O'PRANDY has acquired the requisite experience, and T-2 license issued by the NJDEP, to qualify for a promotion to Water Treatment Plant Operator, pending final approval from the New Jersey Civil Service Commission; and

**WHEREAS**, JEFFREY O'PRANDY'S salary is below the minimum established salary for the Water Treatment Plant Operator title and said title change will result in an increase to an annual salary of \$42,525.00 effective April 28, 2014; and

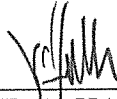
**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. The Authority grants a promotion from Sewer Repair 1/Water Repair 1/Water Treatment Plant Operator to Water Treatment Plant Operator for JEFFREY O'PRANDY, pending final approval from the New Jersey Civil Service Commission.
2. The work duties of the Water Treatment Plant Operator shall be as described in the job description for said position attached hereto as "Exhibit A".
3. The Executive Director is hereby authorized and directed to consult with the Authority's Labor Counsel in order to ensure compliance with all collective bargaining agreement obligations and N.J. Civil Service Commission requirements.
4. The Authority's Executive Director is hereby authorized to forward copies of this Resolution to the Authority's Attorney, Transport Workers Union, Labor Counsel, and such other persons or entities as the Executive Director may deem appropriate.

<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CAROL BLAKE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GENEVA CLAYTON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CLARA GLORY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VICKI RICKABAUGH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PEGGI STURMFELS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Resolution No. 2014-60

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24th day of April 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
AUTHORIZING PROMOTION OF ALBERT BRAUN TO SEWER REPAIRER 1/WATER  
REPAIRER 1/WATER TREATMENT PLANT OPERATOR**

**RESOLUTION NO. 2014-61**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the “Authority”) is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

**WHEREAS**, ALBERT BRAUN has held the Civil Service title of Sewer Repairer 1/Water Repairer 1 since October 29, 2012; and

**WHEREAS**, ALBERT BRAUN has acquired the requisite experience, including a T-1 Water License, to qualify for a promotion to Sewer Repairer 1/Water Repairer 1/Water Treatment Plant Operator, pending final approval from the New Jersey Civil Service Commission; and

**WHEREAS**, ALBERT BRAUN’S salary is below the minimum established salary for the Sewer Repairer 1/Water Repairer 1/Water Treatment Plant Operator and said title change will result in an increase to an annual salary of \$38,047.00 effective April 28, 2014; and

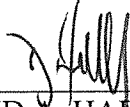
**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Jackson Township Municipal Utilities Authority, County of Ocean, State of New Jersey, as follows:

1. The Authority grants a promotion from Sewer Repairer 1/Water Repairer 1 to Sewer Repairer 1/Water Repairer 1/Water Treatment Plant Operator for ALBERT BRAUN, pending final approval from the New Jersey Civil Service Commission.
2. The work duties of the Sewer Repairer 1/Water Repairer 1/Water Treatment Plant Operator shall be as described in the job description for said position attached hereto as “Exhibit A”.
3. The Executive Director is hereby authorized and directed to consult with the Authority’s Labor Counsel in order to ensure compliance with all collective bargaining agreement obligations and N.J. Civil Service Commission requirements.
4. The Authority’s Executive Director be and is hereby authorized to forward copies of this Resolution to the Authority’s Attorney, Transport Workers Union, Labor Counsel, and such other persons or entities as the Executive Director may deem appropriate.

<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	<u>X</u>	_____	_____	_____
CAROL BLAKE	<u>X</u>	_____	_____	_____
GENEVA CLAYTON	<u>X</u>	_____	_____	_____
CLARA GLORY	<u>X</u>	_____	_____	_____
VICKI RICKABAUGH	<u>X</u>	_____	_____	_____
<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK	_____	_____	_____	_____
PEGGI STURMFELS	_____	_____	_____	_____

Resolution No. 2014-61

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24th day of April 2014.



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DAVID A. HARPELL  
Executive Director  
Jackson Township Municipal  
Utilities Authority

**RESOLUTION OF THE JACKSON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
AUTHORIZING THE PERMANENT HIRE OF A CLASSIFIED EMPLOYEE – DONALD WEBER  
RESOLUTION NO. 2014-62**

**WHEREAS**, the Jackson Township Municipal Utilities Authority (hereinafter referred to as the “Authority”) is a duly organized Municipal Utilities Authority under N.J.S.A. 40:14B-1, et seq.; and

**WHEREAS**, in order to fulfill its statutory duties and responsibilities, the Authority believes that it is necessary and appropriate to retain the permanent services of a Laborer 1; and


**WHEREAS**, after interviewing prospective candidates the Authority believes that DONALD WEBER possesses the requisite qualifications, credentials, and experience for said position.

**NOW, THEREFORE, BE IT RESOLVED** by the Jackson Township Municipal Utilities Authority, in the Township of Jackson, County of Ocean, State of New Jersey, as follows:

1. The Authority hereby authorizes hiring DONALD WEBER as a permanent Laborer 1 employee effective on or about May 12, 2014 at \$11.84 per hour with benefits.
2. The Executive Director is hereby authorized and directed to consult with the Authority’s Labor Counsel in order to ensure compliance with all collective bargaining agreement obligations and New Jersey Civil Service Commission requirements.
3. The work duties of the permanent Laborer 1 employee shall be as described in the job description for said position attached hereto as “Exhibit A”.
4. The Authority’s Executive Director is hereby authorized and directed to file all appropriate documentation with the New Jersey Civil Service Commission, and to consult with Labor Counsel as and when necessary.
5. The Authority’s Executive Director be and is hereby authorized to forward copies of this Resolution to the Authority’s Attorney, Transport Workers Union, Labor Counsel, Auditor, and such other persons or entities as the Executive Director may deem appropriate.

<b>MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
WILLIAM ALLMANN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CAROL BLAKE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GENEVA CLAYTON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CLARA GLORY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VICKI RICKABAUGH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ALTERNATE</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
JOYCE CLADEK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PEGGI STURMFELS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I HEREBY CERTIFY that the above is a true copy of a Resolution duly adopted by the Jackson Township Municipal Utilities Authority in the Township of Jackson, County of Ocean, at its meeting held on the 24<sup>th</sup> day of April 2014.

  
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 DAVID A. HARPELL  
 Executive Director  
 Jackson Township Municipal  
 Utilities Authority